

## 2023-2024 Record of Emergency Drills Cesar Chavez Academy Upper Elementary

### Fire Drills (5 total – 3 before Dec. 1 with reasonable interval between each drill)

Date	Time of Drill	Evacuation Time	Transition/Typical/Other Planned/Unplanned	Director or Designee Signature
1 9/21/23	10 AM	3 min	Planned	
2 10/12/23	2:00 PM	3:30 min. 30 sec	Transition	
3 11/6/23	9:30 AM	2 min 59	Planned	
4				
5				

### Tornado Drills (2 total – 1 must be in March)

Date	Time of Drill	Time to Shelter	Standard/Transition or Other	Director or Designee Signature
1 10/24/23	9:15 AM	3:19	Standard	
2				

### Lockdown/Shelter in Place Drills (3 total – 1 before Dec. 1, 1 after Jan. 1, 1 during non-traditional school time)

Date	Time of Drill	Time to Shelter	Standard, Transition, or Other	Conducted with (Name, Title, Organization)	Conducted with (Name, Title, Organization)	Director or Designee Signature
1 10/24/23	2:15 PM	3 min.	Standard	Andrew Wright SL	Victoria Villanueva office mgr.	
2 12/4/23	12:57 PM	5 min	other	Andrew Wright SL	Victoria Villanueva DM	Callal
3 2/15/24	12:26 PM	9 min	other	Andrew Wright SL	Victoria Villanueva DM	